

Welcome!



Sterling Heights
Lions Club



Lions Clubs International

History

Beginning in 1917

[Melvin Jones](#), a 38-year-old Chicago business leader, asked a simple and world-changing question – what if people put their talents to work improving their communities? Almost 100 years later, Lions Clubs International is the world's largest service club organization, with 1.35 million members in more than 46,000 clubs and countless stories of Lions acting on the same simple idea: let's improve our communities.

1920: Going International

Just three years after our founding, Lions became international when we established the first club in Canada. Mexico followed in 1927. In the 1950s and 1960s international growth accelerated, with new clubs in Europe, Asia and Africa.

1925: Eradicating Blindness

[Helen Keller](#) addressed the Lions Clubs International Convention in Cedar Point, Ohio, USA, and challenged Lions to become "knights of the blind in the crusade against darkness." Since then, we have worked tirelessly to aid the [blind and visually impaired](#).

1945: Uniting Nations

The ideal of an international organization is exemplified by our enduring relationship with the United Nations. We were one of the first nongovernmental organizations invited to assist in the drafting of the United Nations Charter and have supported the work of the UN ever since.

1957: Organizing Youth Programs

In the late 1950s, we created the [Leo Program](#) to provide the youth of the world with an opportunity for personal development through volunteering. There are approximately 144,000 Leos and 5,700 Leo clubs in more than 140 countries worldwide.

1968: Establishing Our Foundation

Lions Clubs International Foundation assists Lions with global and large-scale local humanitarian projects. Through our Foundation, Lions meet the needs of their local and global communities.

1990: Launching SightFirst

Through SightFirst, Lions are restoring sight and preventing blindness on a global scale. Launched in 1990, Lions have raised more than \$346 million for this initiative. SightFirst targets the major causes of blindness: cataract, trachoma, river blindness, childhood blindness, diabetic retinopathy and glaucoma.

Today: Extending Our Reach

Lions Clubs International extends our mission of service every day – in local communities, in all corners of the globe. The needs are great and our services broad, including sight, health, youth, elderly, the environment and disaster relief. Our international network has grown to include more than [206 countries and](#)

Purposes & Ethics

Lions International

To Create and foster a spirit of understanding among the peoples of the world.

To Promote the principles of good government and good citizenship.

To Take an active interest in the civic, cultural, social and moral welfare of the community.

To Unite the clubs in the bonds of friendship, good fellowship and mutual understanding.

To Provide a forum for the open discussion of all matters of public interest; provided, however, that partisan politics and sectarian religion shall not be debated by club members.

To Encourage service-minded people to serve their community without personal financial reward, and to encourage efficiency and promote high ethical standards in commerce, industry, professions, public works and private endeavors.

Lions Code of Ethics

To Show my faith in the worthiness of my vocation by industrious application to the end that I may merit a reputation for quality of service.

To Seek success and to demand all fair remuneration or profit as my just due, but to accept no profit or success at the price of my own self-respect lost because of unfair advantage taken or because of questionable acts on my part.

To Remember that in building up my business it is not necessary to tear down another's; to be loyal to my clients or customers and true to myself.

Whenever a doubt arises as to the right or ethics of my position or action towards others, to resolve such doubt against myself.

To Hold friendship as an end and not a means. To hold that true friendship exists not on account of the service performed by one to another, but that true friendship demands nothing but accepts service in the spirit in which it is given.

Always to bear in mind my obligations as a citizen to my nation, my state, and my community, and to give them my unswerving loyalty in word, act, and deed. To give them freely of my time, labor and means.

To Aid others by giving my sympathy to those in distress, my aid to the weak, and my substance to the needy.

To Be Careful with my criticism and liberal with my praise; to build up and not destroy.

Sterling Heights Lions Club

Dinner Meetings

Second and Fourth Wednesday of the month

Social Hour 6:15 pm

Dinner 7:00 pm

Clubhouse Address

12828 Canal Road

Sterling Heights, MI 48313

Clubhouse Phone 586-254-9433

Mailing Address

P.O. Box 462

Sterling Heights, MI 48311

Visit us at our website

www.Lionsofsterlingheights.org

Sterling Heights Lion's Club Officers

Board 2011-2012

| | |
|----------------------------------|---|
| President: | Lion Bob Varto |
| 1st Vice President: | Lion Barb Quandt |
| 2nd Vice President: | Lion Barbara Swensen |
| 3rd Vice President: | Lion Ben Hoste |
| Immediate Past President: | Lion Mary Malmberg |
| Secretary | Lion Bill Klingensmith |
| Treasurer | Lion Harold Mertes |
| Lion Tamer | Lion Rose Gesing |
| Tail Twister | Lion Dino Mollicone |
| Board of Directors: | Lions Jim Marshal and Frank Singer (Carry-Over; second year of term) |
| Board of Directors: | Lions Dick Belloli, and Lore Quandt (Elected, 2-year term) |
| Board of Directors: | Lions Bill Gattie, and Lorie Papa (Elected, 1-year term) |
| Membership Chairperson | Lion Marlene Varto |

Sterling Heights Lions: 40 Years of Service Activity

"On January 16, 1971 the Sterling Heights Lions received their charter from Lions Clubs International. - And since then the Sterling Heights Lions have devoted themselves to serving their community. They have worked Together, shared their talents and the area has become a better place because of their selfless attitudes."
Detroit Free Press article circa 1974.

Listed immediately below is a statement from our charter night agenda.

IN APPRECIATION

"With pride we wish to express our gratitude to the Fraser Lions Club, for sponsoring this group of dynamic young men, dedicated to community service"

"Our sincerest appreciation goes to Lion Budd Goodman, Jack Millard, Wally Mac Donald, Jim Grannan, and Our District Governor Ellis Richards for their assistance, guidance, and cooperation in the formation of our club."

"To our many friends here this evening, we extend our appreciation for helping to make our Charter Night a memorable occasion."

To our community, we pledge our best efforts toward making Lionism a moving force in the fulfillment of Humanitarian service, in every area of need.

*Respectfully,
Daniel J. McCarthy
Charter Night Chairman*

It was shortly after being chartered as a Lions Club that the new Lions purchased an old farm house on Canal Road. They "renovated" it, and it was their home until 1996 when the old farmhouse and barn were torn down. We rebuilt it through the great effort of Lions Jim Porter, Tom Basile, and Dan Dunning. Today we host many fund raisers, and community projects in our home.

This legacy has continued through the entire 40 years existence of the Sterling Heights Lions. The club has demonstrated community service in many varied ways. We have built ramps for the handicapped, assisted in building playground equipment for the Sterling Heights school kids, and aided Habitat for Humanity in the Building of a home in our District. We contribute annually to various school projects, as well as groups who provide Christmas baskets for Sterling Heights residents. We provided birthday parties for abused kids at the home for abused kids in Warren.

The Sterling Heights lions have supported numerous youth projects. We have supported the Lions Visually Impaired Youth Camp from its earliest days, and annually sponsor an ice cream social for the campers. . We contribute annually to the Beaumont Silent Children's Foundation the Juvenile Diabetes Foundation, in fact one of our Lions would bike ride annually for this event. . Penrickton Center for Blind Children has become one of the club's favorite programs. Other programs we have actively supported, and funded include; the Lions of Michigan All State Band, Madonna University Hearing Fund, Lions Quest, and Project Kidsight. In addition teenagers in our community have been able to travel to various countries, because of the Lions Youth Exchange Program. Many of our Sterling Heights Lions, and Lioness have taken an active role on the boards of these organizations.

Many of the newer Lions will not remember the Sterling Heights Lions commitment to the visually impaired at Haitema Elementary. The annual Christmas party for the blind students, was looked forward to eagerly each year. Besides the children's presents many items were donated for their classrooms. One gentleman in the community donated money to the school as a repayment for a gift he had received while a youth. These funds were used to build a playground which featured a concrete Lion for the blind children at Haitema School. When the school closed the Lion was donated to the Sterling Heights Lions Club, and sits in front of our clubhouse today as a reminder of the service we provide to the community.

In 1981 the Lions sponsored the Sterling Heights Lioness Club, a partnership which spread the mission and visibility of Lionism even more into the community. Until recently we had also sponsored a Leos club which was a group of teens committed to learning to serve the community like the Lions. We also sponsor a Cub Scout troop at the Sterling Heights Lions Clubhouse.

Other community service throughout the years have included, thousands of pairs of used eyeglasses turned over for use throughout the world. Clothing drives, Braille and large print books have been donated to the Sterling Heights Library. We have helped the Polish Veterans Home, and Macomb County Fire Fighters Association. For a while we participated in the Sterling Heights Road Cleanup Program. Red Cross blood drives continue to be hosted at the clubhouse. A variety of assistance to various groups such as Parkinson's, Multiple Sclerosis, Lupus, Breast Cancer, and the Hearing Center. We hosted a monthly BINGO, and an annual picnic at Martha T. Berry Hospital for our seniors.

The Sterling Heights Lions have raised the funds in many, many ways. We once had a Country/Western Shows the first featured an unknown Dolly Parton, and Porter Wagner, The second headlined Donna Fargo, and the third featured Hank Williams Jr. I'm told they made enough to buy the house and property. The High School Kids manned the concession stands, and made enough to finance their Senior trip. Of course there is our White Cane, and Candy Cane drives. A variety of raffles (gas cards, 300 Club, Harley, Lions of Michigan Foundation) have been held throughout the years. There were the city fairs hosted by the SHLC, and for a number of years was the sausage booth at the Romeo Peach Festival. Other fund raiser included, cookbook sales, euchre, pancake breakfasts, dinner plays, New Year's Eve Parties, glow ball, golf outings, Vegas Nights, and of course BINGO! We held 50/60's dances featuring the Larados, and today we do our own oldies show with an "Evening With The Stars."

The Sterling Heights Lions reach out beyond the local community and support the works, and projects of the Lions District 11-A2, and Lions Clubs International. Year in and year out donations are made to Leader Dogs For the Blind, the Michigan Eye Bank, Welcome Homes Residential Services, ,Lions Clubs International Foundation and we were a Model Club for Campaign Sight First. On the District Mission to Mexico at least four of our Lions traveled to Mexico to provide hearing aids to these people. Of course this list includes the District children's programs listed above.

In conclusion the Sterling Heights Lions have contributed to the District in other ways. One of which I am extremely proud is leadership. Members of the club have been given the opportunity, and are encouraged to take part in club leadership. This opportunity to lead in the club has translated to leadership in the District. We have had three District Governors from this club, and two Council Chairs, one who went on to become International Director. PID John Walker is so proud of his service with the SHLC that he is still on our rolls even though he now lives Arizona. Our charter president went on to become a District Governor after he moved to another state. We have had two Past District Governors, and two Past Region Chairpersons transfer into our club. We are very proud that we have three Past Region Chairpersons while serving this club, six Past Zone Chairpersons, and six Past Cabinet Secretaries and or Treasurers. We have two past District Tail Twisters, and three past First Ladies and two Past Lioness District Chairpersons in our club. No wonder when District dignitaries come to visit our club they get very nervous about recognizing all our past District Officers. This list does not include the members who have served as chairperson, or board members of the various District committees This club also have about ten members who have attended the Leadership Institute at Higgins Lake.

We are also very proud that PID John Walker, and PCC Bob Jenkins are members of the Lions of Michigan Foundation Hall of Fame. WE ARE MOST PROUD OF THE DEDICATED SERVICE BY ALL LIONS AND LIONESS OF STERLING HEIGHTS, WITHOUT THEM THE CLUB COULD DO NOTHING.

Sterling Heights Lions believe WE SERVE!

STERLING HEIGHTS LIONS CLUB

Charter Office

1971

PresidentRichard O. Brown
Secretary.....Arthur Kennedy
Treasurer.....James Harten

1st Vice President..... Daniel J. McCarthy
2nd Vice President..... Bernard Calka
3rd Vice President.....Richard Wilt

Directors Victor
Cencich Roger
Janson Benjamin
Luis Reynold
Moniak

STERLING HEIGHTS LIONS CLUB

Charter Members

January, 1971

Vincent Adragna
Bernard Calka
Larry Crawford
Edward FiHion
Richard George
James Harten
Richard Hudson
Arthur Kennedy, Jr.
Daniel LaDouceur
Benjamin Luis
Daniel J. McCarthy
Douglas Measel
Richard Montoya
James Penkszik
Carl Shackleton
William Sukitch
Anthony Vrviano
William West

Tony Basone
Victor Cenich
Ziggy Domalewski
Joseph Fornius
Ronald Giroux
Richard Hilliker
Edward Janis
Peter Kingman
William Lang
Arthur Madar
Thomas McCoy
George Media
Robert Murphy
Thoma Rhadigan
John Sikos
Ralph Thiesen, Jr.
John Warehall
Gerald Wiegand
Josephy Wunchel

Richard O. Brown
Claude Coldwell, Jr.
Joseph Fasanga
Alex Gardiner
Thomas Gmerek
Garnet Hood
Roger Janson
Donald Kucel
Phillip Levy
William McBroom
Percy McMillen
Reynold Moniak
Ugo Padovini
David Robs on
Victor Smith
Frank Vetere
Russell Wenner
Richard Wilt

MELVIN JONES FELLOWS

| | | | |
|-----------------|---------------------|------------------|----------------|
| Tom Basile | Jim Harten | Mary Love * | Jeanie Redd |
| Dick Belloli * | Jim Henkel | Martin Lyczynski | Don Schmidt |
| Mildred Butts * | John Hurnerl | Jim Marshall | Frank Singer |
| Ernest Cooley | Ed Janis | Gus Malmberg | Bill Stapels * |
| Hank Carroll | Bob Jenkins * | Mary Malmberg | Bob Stapels |
| Larry Crawford | Iva Jenkins | Jim Marshall | Sue Stapels |
| Dan Dunning | Bill Kowich | Lorie Papa * | Gary Treppa |
| Arland Eilert | Kathy Kowich | Ron Papa * | Kelly Unruh |
| Gene Filus | Bob Kress | Chuck Polum | John Walker * |
| Vern Friend | Bill Klingensmith * | Barb Quandt | Karen Walker * |
| Paul Gareau | Ken Krueger | Lore Quandt | |

*** = Progressive Melvin Jones Fellows**

Joe Sandomierski Humanitarian Award

| | | |
|---------------------|---------------------|--------------|
| Fr. Robert Blondell | Bernard Calka | Dale Litten |
| Pat Lee | Kathy Harriman | Bob McGhee |
| Frank Singer | Don Schmidt | Nancy Ulrich |
| Joe Wunchel | Bill & Kathy Kowich | |

International & State Officer Recognition

Past International Director John Walker 2001-03
Past Council Chairman Robert Jenkins 2009-10

Lions of Michigan Hall of Fame

Past International Director John Walker 2009
Past Council Chairman Robert Jenkins 2010

District Officer Recognition

Past District Governors

Ed Janis 1986-87 Bill Klingensmith 1990-91
John Walker 1994-95 Robert Jenkins 2001-02
Ron Papa 2004-05

Past Cabinet Secretary/Treasurers

| | | |
|--------------|--------------|-------------|
| Tom Basile | Jim Henkel | Bob Jenkins |
| Ken Krueger | Gus Malmberg | Ron Papa |
| Bill Stapels | Kelly Unruh | John Walker |

Past Cabinet Deputy District Governors

Region Chairpersons

| | | |
|------------|--------------|------------|
| Tom Basile | Dick Belloli | Jim Harten |
|------------|--------------|------------|

Past Zone Chairpersons

| | | |
|--------------|-------------|-------------|
| Ernest Coley | Jim Henkel | Iva Jenkins |
| Bill Stapels | Joe Wunchel | |

Awards and Recognitions Within Our Club



Awards and recognitions are usually presented at the Presidential Ball held in June of every year. They are of two distinctions: One, an award for being part of the Cabinet, Board of Directors, or for chairing a committee within the past year. And two, that of a "President's Choice" for special efforts during this past year.

The cabinet officers and Board of Directors all receive a plaque denoting their office and term served, and committee chairman usually receive the same.

The President's Choice Awards Are:

Joe Sandomierski Humanitarian Award

Presented to a member or any other person deemed deserving for the "above the norm" efforts and contributions in the past year. This award was named after a deceased Sterling Heights Lions Club member who exhibited these qualities.

Melvin Jones Fellow Award

An International Award of the highest prestige. This fellowship award was named after the founder of the Lions Clubs. This award is given in the recipient's name from International, after a \$1,000 donation from the club is received for the Lions Club International Foundation. This award is not necessarily awarded every year, and more than one can be given out.

This award is usually given to Lions that have shown outstanding leadership and character qualities, and to those who proudly demonstrate the motto,

Lion of The Year Award



The recipient of this award has been chosen by the President as the person most deserving by whatever standard of excellence he may choose. It usually is in relation to time and involvement in projects and overall Lionistic spirit. This indeed is the most prestigious award a member could receive, as all past recipients will testify to.

In Loving Memory



Percy Allen
Tom Basile
Bernard Calka
Don Conto
Tom Courtney
Vince Delisi
Dan Dunning
Ed Fillion
William Flowers
Jim Henkel Sr.
Dick Hudson
Mike Huly
Ed Janis
Dan LaDauceur
Marty Lyczynski
Ugo Padovini
Tony Papa
Joe Sandomierski
Gary Treppa
Vince Visco
Ed Vivian
John Warehall

Lions Charities



The State projects are:

Leader Dogs for the Blind

1039 S. Rochester Rd.
Rochester Hills, MI 48307

www.leaderdog.org

Phone: 248-651-9011

Toll Free: 888-777-5332

TTY: 248-651-3713

Email: leaderdog@leaderdog.org

Michigan Eye-Bank

4889 Venture Drive
Ann Arbor, Michigan 48108

www.michiganeyebank.org

Phone: (734) 780-2100

Toll-Free (800) 247-7250

E-Mail: info@michiganeyebank.org

Lions Bear Lake Camp (LVIYC)

3409 N. Five Lakes Road
Lapeer, MI 48446

www.bearlakecamp.org

Phone: 810-245-0726

E-Mail: info@bearlakecamp.org

Lions of Michigan Service Foundation

5730 Executive Drive
Lansing, Michigan 48911

www.lmsf.net

Phone: 517-887-6640

Fax: 517-887-6642

Email: info@lmsf.net

Michigan All State Band

5730 Executive Drive
Lansing, Michigan 48911

<http://www.lionsofmi.com>

phone: 517-887-6640

The District Projects are:

Penrickton Center for Blind Children

26530 Eureka Road

Taylor, MI 48180

www.penrickton.com

Phone: (734)946-7500

Email: mail@penrickton.com

William Beaumont Hospital

Lions Silent Children Fund

4949 Coolidge Highway

Royal Oak, MI 48073

www.beaumont.edu/speech

Phone: (248) 655-5975

Juvenile Diabetes Research Foundation

24359 Northwestern Highways #223

Southfield, MI 48075

Phone: (248)355-1133

E-mail: metrodetroit@jdrf.org

www.jdrfdetroit.org

Madonna University Lions Hearing Fund

36600 Schoolcraft Road

Livonia, Michigan 48150

www.madonna.edu

Phone: 800-852-4951

E-mail: sherron@madonna.edu

District 11-A2 Project Kidsight

Kay Furby

318 Nolan

Wales, MI 48027

Phone: 810 367-7004

District 11-A2 Hearing Aid Bank

James Johnston

Phone: 586-336*7297

www.hearingaidhelpmi.com

International Association of Lions Club

Lions Clubs International Foundation

300 West 22nd Street
Oak brook, IL 60523-8842

www.lionsclubs.org

Phone: 630-571-5466

Lions of Michigan State Office

5730 Executive Drive
Lansing, Michigan 48911

www.lionsofmi.com

Phone: 517-887-6640

Club Activities – How the Money Is Raised

The Sterling Heights Lions Club commitment to the local community, to the charities, and projects of District 11-A2, Lions Clubs International has been an integral part of the history of this club since its inception.

We have raised the necessary funds for our charities in many ways. Our history of fundraising includes a Grand Ole Opera evening with a very young Dolly Parton, raffles, festivals, fairs, euchre, golf outings, 50-60s Dances, BINGO, and Vegas Nights.

Our fundraising ideas and activities are driven by the inspiration and creativity you find within a group of volunteers. Due to a high level of creativity we look forward to many different and diversified types of activities for the coming years. Let's focus on some of our present fundraisers:

White Cane and Candy Cane Sales: White Cane is traditionally a Spring event the last week in April, whereas Candy Cane is held the weekends following Thanksgiving. These are the times where we "Hit the Streets." Our members are either on the street corners or in front of selected businesses. Our overall mission is to collect money from the general public to fund our charities. These are both major fundraisers which combine bring in over one third of our annual budget. They also serve as a public relations activity in marketing our Lion's club and what we do.

Mint Sales: Held in the month of August our annual Mint Sales was originally started to support our Campaign Sight First II pledge. Now that this commitment has been made the money is used for our activity account to fund our charities.

Dinner Plays: Over the last few years we have had a semi-pro group come to our club, and perform humorous plays. We have members prepare the dinners, sell raffle tickets, and man the bar. Usually this group performs the play four times with about a month time period, and we even got a new member out it.

Evening with The Stars: The club is fortunate to have five members who are talented enough as singers that people keep coming back to the show. They perform a mixture of oldies, classics, and country music. Dinner is provided, and this has proven to be a fun and profitable event.

Pancake Breakfast: Originally started as a meet the community breakeven event our pancake breakfast has proven to be a fun fundraiser for the club. Consisting of a variety of foods such as cereal, eggs, ham, bacon, sausage, casseroles, French toast, waffles, toast, coffee, juice, milk, and tea it definitely is a crowd pleaser. As long as we have cooks stepping forward we will continue to host this event.

In summary: We are always looking for new opportunities to raise money for our charities, and have some fun doing it. We love it when people have fun at our fundraisers. New members are encouraged to attend these fundraisers, and also brainstorm for future fundraisers. Your input, and suggestions are the lifeline our club survival. No ideas are bad ideas.

Sterling Heights Lions Clubs Accounts

Administrative Account

The administrative account is for the payment of all administrative expenditures: such as member's dues to the International, State and District governing bodies, dinner fees and the paying for the upkeep of our clubhouse.

Income to this account is generated by the quarterly dues collected from the general membership, and any administrative account fundraisers sponsored by the club.

Activity Account

The activity account is the **Mainstream Function** of this club. All donations collected or donated are placed in the Activity Account and then donated to our various Lions charities and community support activities i.e. eye glasses, eye exams, building a physical challenged ramp a Braille watch or white cane. All income generated by this account as a result of club fundraisers must first be approved by the Board of Directors.

An accurate accounting of all Lions accounts is done on monthly basics at our Board of Directors meeting and an annual accounting audit is performed at the end of each Lionistic year. The annual audit of the books is performed by an independent accounting firm with no ties to the Sterling Heights Lions Club.

Tail Twister Account

The Tail Twister Account is used to finance various social activities, such as our annual Christmas party, the annual Presidential Ball and Installation of club officers and any other activities approved by the Board of Directors.

Income for this account is generated by fines collected at our regular dinner meetings by the Tail Twister and various raffles conducted during the meetings along with any other activities approved by the Board of Directors. This income is not considered charity fundraising as the money raised is from club members only.

Building Fund

Expenditures from this account are solely for the purpose of major maintains our clubhouse and outside club property.

An Introduction to Job Descriptions

In this section you will find the many job descriptions that comprise the duties of the myriad of functions and responsibilities within our club. These job descriptions cover both the elected and voluntary positions.

The purpose of the job descriptions is to allow you some insight into the requirements and responsibility of each job and its required activities.

A Description of the elected activities can be found in our constitution and by-laws. The descriptions in the constitution and by-laws take precedence over what you will find in the job descriptions. The actual nomination and election process is also contained in the same.

ELECTED POSITIONS

President
First Vice President
Second Vice President
Third Vice President
Secretary
Treasurer
Tail Twister
Lion Tamer
Board Members
Immediate Past President
Membership Committee Chairman

VOLUNTARY POSITIONS

White Cane/
Candy Cane Chair
Canister Chair
Clubhouse Chair
Club Manager
Club Photographer
Lioness Liaison
Past President's Chairman
Publicity Chairman
Sight and Hearing Chairman

Bylaws

Sterling Heights Lions Club

Proposed Amendment February 15, 2012

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PRESIDENT

Term of Office: Elected for one year. Reports to: Board of Directors

Revision: January 18, 2012

JOB SUMMARY:

The President shall be the Executive Officer of the Club. He shall preside at all meetings and shall be the chairman of the Board of Directors. He shall also cooperate with, and be an active member of the District Governors' Advisory Committee. Dues may be waived on a yearly basis but only with semi annual approval of the Board of Directors.

ESSENTIAL FUNCTIONS:

1. Prepare a budget regarding expected monies from our various fund raising activities, and allocate these monies as donations to the various organizations as previously approved by the Board of Directors. This budget should be presented at the first board meeting of the Incoming President's administrative year.
2. Oversees the organizational structure of the club. Appoints the standing administrative and activity committees in accordance with the Lions International Club Standard Organizational Plan, and other committees as deemed necessary for the day to day operation of the Club and the property of same
3. Shall act as an ex-officio member of each committee.
4. Shall monitor all committees to ensure that these committees function and cooperate with the appointed committee chairman. Establishes and monitors good communication between the committees and the Board of Directors.
5. Shall call for regular committee reports at the Board of Directors meetings.
6. Shall call for financial reports within 60 days of the completion of any fund raising activity.
7. Shall call for and chair all dinner meetings, and regular or special Board of Director meetings. Is responsible for preparing meeting agenda.
8. Shall hold a fiduciary responsibility within the club, and shall have check signing privileges.
9. Represents the SHLC at District Functions. Provides reports as requested by the Governor.

FIRST VICE PRESIDENT

Term of Office: Elected for one year. Reports to: President and Board of Directors
Revision: January 18, 2012

JOB SUMMARY:

The First Vice President assists the President throughout the year, and traditionally (but not mandatory) will accept a nomination for President for the following administrative year.

ESSENTIAL FUNCTIONS:

1. Oversees the Finance Committee.
2. Represents the President at any and all functions when the President is absent.
3. Is an active member of the Board of Directors. (See Board Member job description.)
4. Is responsible for the planning and coordination of the annual Christmas party.
5. Is responsible for the planning and coordination of the annual Presidential Dinner.
6. This officer shall have check writing privileges.

SECOND VICE PRESIDENT

Term of Office: Elected for one year. Reports to: President and Board of Directors
Revision: January 18, 2012

JOB SUMMARY:

The position of Second Vice President is traditionally (but not mandatory) held by a Lion Member who is interested in eventually seeking the nomination for President. Also, the seated Second Vice President traditionally accepts the nomination for First Vice President for the following administrative year.

ESSENTIAL FUNCTIONS:

1. Is a member of the finance committee.
2. Is an active member on the Board of Directors. (See Board Member job description.) Represents the President if necessary.
3. Is responsible for the physical property of the Sterling Heights Lions Club. This property includes the clubhouse, outbuildings, and the land and improvements on which these buildings stand. The various clubhouse managers report to the Second Vice President. See also Hall Rental Manager and Hall Manager.
4. Is responsible to ensure that the clubhouse, outbuildings, and adjoining property is well maintained. Directs and coordinates with Hall Manager to:
 - a. Recommend the hiring and coordination of any required janitorial services to the Board of Directors.
 - b. Recommend the hiring and coordination of any required maintenance services to the Board of Directors.
 - c. Recommend the hiring and coordination of any required landscape, snow removal and trash collection services to the Board of Directors.

THIRD VICE PRESIDENT

Term of Office: Elected for one year. Reports to: President and Board of Directors
Revision: January 18, 2012

JOB SUMMARY:

The position of Third Vice President is traditionally (but not mandatory) held by a Lion Member who is interested in eventually seeking the nomination for President. Also, the seated Third Vice President traditionally accepts the nomination for Second Vice President for the following administrative year.

ESSENTIAL FUNCTIONS:

- 1 Is a member of the finance committee.
2. Is an active member on the Board of Directors. (See Board Member job description). Represents the president if necessary.
3. Develops, publishes, and forwards a monthly newsletter to all Lions, General Members, and District Officers as directed by the President.
4. This newsletter will include the various activities that have occurred in the past month and will be a vehicle to remind the General Membership of upcoming events and the dates of same. This newsletter shall not include any detailed financial information of the club.

SECRETARY

Term of Office: Elected for one year. Reports to: President and Board of Directors

Revision: January 18, 2012

JOB SUMMARY:

The secretary is the record keeper of the club. These records include the minutes of the Board of Directors meetings, club dues, internal and external correspondence, membership and activity reports, financial reports and membership and application files. The secretary will work within the district and as required by the District Governor. Dues may be waived on a yearly basis, but only with semi annual review and approval by the Board of Directors.

ESSENTIAL FUNCTIONS:

1. Keeps a record of all membership dues payable and received. Forwards quarterly dues statements to all members. Shall keep a record of all members' club accounts. Shall strive to ensure that all members pay these dues in a timely manner. Forwards all payments to the club treasurer.
2. Keeps a record of all membership and activity reports. Forwards a copy of the Monthly Membership Report (MMR) as required by Lions International.
3. Shall attend all regular and special board meetings. Shall record these meetings by submitting minutes of these meetings for approval at the next scheduled Board of Directors meeting.
4. Shall keep records of all committee assignments and reports generated from same.
5. Shall keep attendance records as directed and required by the Board of Directors.
6. Shall maintain a membership roster. This roster is to include the names, addresses and phone numbers of all active members.
7. Shall keep detailed records of all club receipts.
8. Shall maintain all records from his year in a neat and orderly manner. Shall be prepared to provide all records of past year within a reasonable time (one week) to incoming secretary.
9. Shall hold a fiduciary responsibility within the club and shall have check signing privileges.
10. Represents the SHLC at district functions.

TREASURER

Term of Office: Elected for one year: Reports to: President and Board of Directors

Revision: January 18, 2012

JOB SUMMARY:

The Treasurer is responsible for receiving recording, and distributing all monies from the various club internal and fund raising activities. Dues may be waived on a yearly basis, but only with semi annual review and approval by the Board of Directors.

ESSENTIAL FUNCTIONS:

1. The Treasurer shall receive all monies from the Secretary and deposit the same in a bank or banks recommended by the Finance Committee and approved by the Board of Directors.
2. Shall pay out monies only on the authority of the Board of Directors.
3. Shall hold a fiduciary responsibility within the club, and shall have check writing privileges.
4. Shall prepare a detailed monthly report for the Board of Directors of all financial activities within every account authorized by the Board of Directors.
5. Shall be prepared to submit all financial documents to the Finance Committee on a semi annual basis, or when called upon by this committee to produce same.
6. Shall give due diligence to ensure that all record keeping is clear, concise, accurate, and easy to understand.
7. Is authorized by the Board of Directors to make payments related to the regular operation of the club on previously approved contracts, including snow removal, utility bills, lawn maintenance, gas, electric and trash without additional approval. Bills for amounts out of the normal range, and larger amounts as specified shall be presented to Board of Directors for approval.

TAIL TWISTER

Term of Office: Elected for one year: Reports to: President and Board of Directors

Revision: January 18, 2012

JOB SUMMARY:

The tail twister shall keep good harmony and fellowship, and enthusiasm at the dinner meetings.

ESSENTIAL FUNCTIONS:

1. To promote fun and harmony at the dinner meetings. Try to make the meetings a fun event for all members and guests.
2. Impose fines on the general membership in the spirit of fun and frivolity.
3. Deliver all fines to the Secretary immediately following the dinner meetings. These funds will be deposited in the tail twister account.
4. By being elected to the office of tail twister, this Lion member is also elected to a position on the Board of Directors for a period of one year. Please refer to the Board Member job description.

LION TAMER

Term of Office: Elected for one year: Reports to: President and Board of Directors

Revision: January 18, 2012

JOB SUMMARY:

The Lion Tamer is responsible for the club's property and paraphernalia, as normally perceived to be part of Lionism. This property does not include the property under the jurisdiction of the bar manager(s), clubhouse manager(s), kitchen, office, or storage rooms.

ESSENTIAL FUNCTIONS:

1. Ensure the safe keeping of all club banners, plaques, awards, podiums, microphones, and miscellaneous items used in the recognition of a Lions assembly or meeting.
2. Conduct a raffle at all dinner meetings. It is suggested that fifty percent (50%) of the proceeds from this raffle be forwarded to the club secretary immediately following the dinner meeting. These proceeds will be deposited in the tail twister account.
3. Ensure that all required Lions property be set up prior to a meeting and be recognizable and functional when said meeting takes place.
4. The Lion Tamer is also recognized as the Sergeant at Arms at all meetings when directed by the Club President or acting President to act in this capacity.
5. Being elected to the office of Lion Tamer, this Lion member is also elected to a position on the Board of Directors for a period of one year. Please refer to the Board Member job description.

BOARD MEMBER

Term of Office: Elected for one or two years. Reports to: President and Board of Directors

Revision: January 18, 2012

JOB SUMMARY:

The Board of Directors shall constitute the Executive Board of the Club and shall be responsible for the execution of the authorized policies of the Club.

ESSENTIAL FUNCTIONS:

1. Assist the Club Officers, and Board of Directors in the development, implementation, and execution of all Club policies and procedures.
2. Take an active role by being present for all board meetings, and taking an active role during same.
3. All new business of the Club shall first be considered by the Board of Directors for presentation to the General Membership.
4. The Board of Directors shall authorize all expenditures and shall not create any indebtedness, beyond the income of the Club, nor disburse funds for purposes nonessential to the objectives, policies, and procedures, of the Club.
5. A majority of the Board shall govern, except where otherwise provided. The Board of Directors shall have the power to overrule or modify the action of any officer of the club.
6. A member or the board (other than a club officer) will not have check signing privileges. But as a member of the Board, this person shall still have a fiduciary responsibility to the Club.

MEMBERSHIP CHAIR AND COMMITTEE

Term of Office: Three years. In a committee member's third year, this person shall serve as Chair. The Chair of this committee is also a member of the Board of Directors. Reports to: President and Board of Directors.

Revision: January 18, 2012

JOB SUMMARY:

The membership committee is comprised of three Lions. The chair is an elected position. Once elected, the Lion will serve as a committee member for two years. In his third year, he will assume the position of Chair, which is also a Board Member position. The objective of this committee is to obtain members and retain our present general membership.

ESSENTIAL FUNCTIONS:

1. Develop a growth program whereas potential members are introduced to Lionism.
2. Encourage the general membership to bring guests to the dinner meetings.
3. Work within the expectations and acceptance of the general membership regarding what is deemed as an acceptable prospect or potential member for the club.
4. Shall prepare information and orientation sessions for new members whenever possible.
5. Attempt to recruit members meeting the expectations and acceptance criteria of the general membership.
6. Develop and implement a plan to reduce the loss of present membership.
7. Continually request the guidance and suggestions of the Board of Directors and general membership regarding all recruitment and retention activities.

WHITE CANE/CANDY CANE CHAIR AND COMMITTEE

This is a voluntary position: Reports to: President and Board of Directors
Revision: January 18, 2012

JOB SUMMARY:

To develop, promote, and manage a successful fund raising activity, for the annual white cane and candy cane drives.

ESSENTIAL FUNCTIONS:

1. Coordinate with the President and Board of Directors to establish the dates for these fund raising activities every year.
2. Promote the dates of the events to the general membership. This promotion may or may not include recognitions and awards.
3. Schedule the use of the clubhouse for the weekends of the announced dates.
4. Set up refreshments at the clubhouse for these weekends.
5. Enlist the help of the membership to set up the clubhouse for refreshments and money counting.
6. Ensure accurate and timely record keeping of all funds collected.
7. Ensure that all monies are kept safe, and forwarded to the bank as soon as possible.
8. Prepare a final financial report that will be forwarded to the Treasurer and the board of directors as soon as possible.
9. Ensure that any member that has collected a minimum of \$1,000.00 will have his name added to the appropriate plaque.

GOLF OUTING CHAIR AND COMMITTEE

(Not currently active)

This is a voluntary position: Reports to: President and Board of Directors

Revision: January 18, 2012

JOB SUMMARY:

To develop, promote, and manage a successful golf outing. The purpose of this outing is to:

1. Raise funds for a charitable activity selected by the Board of Directors.
2. Promote Lionism through a sporting and social event. Create an event which allows the present membership the opportunity to participate in a social activity, and allow the general membership the opportunity to promote Lionism to their guests and participants at this outing.

ESSENTIAL FUNCTIONS:

1. Contract with a local golf course. The normal day of this event had been historically the Sunday between Mother's Day and Memorial Day weekend.
2. To promote this event within the general membership. Ensure that the committee has the required number of golfers to cover all expenses.
3. Promote hole sponsors.
4. Arrange all tee times, and coordinate all details with the golf course, to ensure an orderly event.
5. Arrange for guest speakers at Dinner to:
 - a) Accept the donation from the event.
 - b) Explain what their charity is about.

IMMEDIATE PAST PRESIDENT AND COMMITTEE

Term of Office: The administrative year immediately following this person's term of office as president. Reports to: President and Board of Directors.

Revision: January 18, 2012

JOB SUMMARY:

The immediate Past President shall be a member of the Board of Directors with all the rights and privileges of the members of the Board. In the event that the Past President cannot serve, the Seated President may call for volunteers from Lion Members that have served as President.

ESSENTIAL FUNCTIONS:

1. The immediate Past President shall be a member of the Board of Directors. Please refer to the job description titled "Board Member."
2. Shall assist the membership committee in greeting all guests and potential members at the dinner meetings and help them feel welcome.
3. Shall serve on the Past President's Committee, and assist the Past President's Committee Chair in the various scheduled audits and policy reviews throughout the year.
4. The Chair shall call for at least one formal meeting per year. The Chair at his discretion, may call for additional meetings as required.
5. The purpose of these meetings is for the Past Presidents to act as an advisory committee, to advise the Board of Directors, and the club in general, on various matters that are deemed important for the current administrative year.
6. Serves as Chair of the Finance Committee.
7. The Chair may call for two formal audits within the administrative year in which he serves.
8. The purpose of these meetings is to ensure that all financial transactions within the club are recorded, and that all monies are accounted for.

BINGO CHAIR

(Not currently active)

This is a voluntary position. Reports to: President and Board of Directors

Revision: January 18, 2012

JOB SUMMERY:

The Bingo Chair develops, coordinates, and supervises all activities required to ensure a successful bingo game. Due to the monies raised, and the intensity of holding an event, this Chair shall submit as many Co Chair names as he deems necessary for approval to the Board of Directors. This is a voluntary position whereas the Chair and Co Chair may serve in this capacity for one or more years.

ESSENTIAL FUNCTIONS:

1. Procure a bingo game site and contract for it with the approval of the Board of Directors.
2. Procure a license to hold bingo games, from the State of Michigan
3. Procure all supplies necessary to run a successful weekly game.
4. Ensure that all monetary transactions are recorded and forwarded to the State of Michigan.
5. Develop a monthly report and present it to the Board of Directors.
6. Prepare required quarterly reports and forward them to the State of Michigan.
7. Prepare semi annual reports and forward to the Past President's Committee for audit purposes.
8. Forward all profits to the Secretary on a timely basis. These profits will then be recorded and forwarded to the Treasurer, for deposit in the activity account.
9. Develop procedures and controls pertaining to the expected audits by the State of Michigan and IRS. These controls should include; bookkeeping, finance, and inventory of general merchandise.
10. Develop procedures and controls to attempt to ensure that the general membership supports the bingo by their presence as workers.

SIGHT AND HEARING CHAIR

This is a voluntary position. Reports to: President and Board of Directors
Revision: January 18, 2012

JOB SUMMARY:

This is a voluntary position whereas a Lion member may serve in this capacity for one or more years. This person is responsible for coordinating all requests for assistance, monetary and otherwise, as requested by the general public.

ESSENTIAL FUNCTIONS:

1. Investigate all requests for assistance, and bring recommendations to the Board of Directors.
2. Seek out and appoint committee members as deemed necessary.
3. Develop and supervise a format where all requests are treated in a fair, timely, and equitable manner.

CANISTER CHAIR

This is a voluntary position. Reports to: President and Board of Directors
Revision: January 18, 2012

JOB SUMMARY:

This is a voluntary position whereas a Lion member may serve in this capacity for one or more years. This person is responsible for coordinating the placement and timely collection of monies from canisters located within the boundaries of the City of Sterling Heights, Michigan.

ESSENTIAL FUNCTIONS:

1. Keep a record of the locations of all canisters in Sterling Heights and submit a copy to the club secretary.
2. Insure that collection of the canisters is done in a timely manner, and reported to the Secretary of the Club.
3. Order additional canisters as needed, and replace any unsightly ones at the various locations.
4. Sell excess canisters to any other Clubs requesting a purchase.

PUBLICITY CHAIR

This is a voluntary position. Reports to: President and Board of Directors
Revision: January 18, 2012

JOB SUMMARY:

This is a voluntary position whereas a Lion member may serve in this capacity for one or more years. This person is responsible for coordinating activities and press releases, which are conducive to promoting a positive image of the Sterling Heights Lions Club.

ESSENTIAL FUNCTIONS:

1. Ensure that the ideals of Lionism are presented to the public in a favorable light.
2. Promote club activities and programs presented by the Sterling Heights Lions Club.
3. Maintain club website or delegate this task.
4. Chair may appoint a member as club photographer to take pictures as required by president or as needed.

LIONESSE LIAISON

This is a voluntary position. Reports to: President and Board of Directors
Revision: January 18, 2012

JOB SUMMARY:

This is a voluntary position, whereas a Lion member may serve in this capacity for one or more years. This person is responsible for monitoring all Lionesses' activities and reporting them to the Board of Directors.

ESSENTIAL FUNCTIONS:

1. Ensure that all monies collected by the club are properly audited and reported.
2. Ensure that the Sterling Heights Lioness Club meets all requirements as required by Lions International.
3. Ensure that the Sterling Heights Lioness Club provides all audit reports to the Sterling Heights Lions club board of Directors.

EUCHRE CHAIR

(Not currently active)

This is a voluntary position. Reports to: President and Board of Directors
Revision: January 18, 2012

JOB SUMMARY:

This is a voluntary position whereas a Lion member may serve in this capacity for one or more years. This person is responsible for coordinating all activities to ensure successful euchre tournaments throughout the year.

ESSENTIAL FUNCTIONS:

1. To arrange four euchre tournaments to normally be held from September through March.
2. To advertise these tournaments.
3. To arrange for volunteers to assist the chair during the night of these events.

HALL RENTAL MANAGER

This is a voluntary position. Reports to: President, Second Vice President and Board of Directors.

Revision: January 18, 2012

JOB SUMMARY:

This is a voluntary position whereas a Lion member may serve in this capacity for one or more years. Dues may be waived on a yearly basis, but only with approval and semi annual review by the Board of Directors.

ESSENTIAL FUNCTIONS:

1. Responsible for coordinating and supervising all rental requests and activities, dates of rentals, rental contracts, and use of the clubhouse.
2. Maintain list of future rental dates. This list shall include the day, date, and time for rental.
3. Maintain a list of rental applicants as per paragraph 2.
4. Coordinate payments with the second vice president. Ensure that payment and security deposit have been received prior to rental. Ensure that contract is signed prior to rental date. Arrange for clubhouse supervision.
5. Ensure hall is clean and in sound repair prior to all rentals and is authorized to schedule cleanings as required.

HALL MANAGER

This is a voluntary position. Reports to: President, Second Vice President and Board of Directors.

Revision: January 29, 2012

JOB SUMMARY:

This is a voluntary position whereas a Lion member may serve in this capacity for one or more years. This person is responsible for coordinating the care and upkeep of the clubhouse, outbuildings and the property in general. Dues may be waived on a yearly basis, but only with approval and semi annual review by the Board of Directors.

ESSENTIAL FUNCTIONS:

1. The hall manager is responsible for maintaining the hall inside and out, coordinating and supervising of:
 - a) Landscaping services with approval of Board of Directors
 - b) Snow removal services with approval of Board of Directors
 - c) Janitorial services with approval of Board of Directors
 - d) Required maintenance and repairs with approval of Board of Directors

FINANCE COMMITTEE

Term of Office: Automatic or appointed for one year. Reports to: Board of Directors

Revision: January 18, 2012

JOB SUMMARY:

The members of the finance committee are the current president, the immediate past president and the first, second and third vice president. The first vice president serves as the chair of the Finance Committee. Any past president may also be a member of the finance committee.

ESSENTIAL FUNCTIONS:

1. Insure that all events involving money have a financial report prepared by the chair of that event.
2. Insure that financial report is submitted to the Finance Committee.
3. Submit the approved reports to the Board of Directors for Board approval.
4. Audit the Treasurer's report.

Barb Quandt

5/9/2012

CONSTITUTION
STERLING HEIGHTS LIONS CLUB
Proposed Amendment February 15, 2012

Article 1 – NAME

The name of this organization shall be the Lions Club of Sterling Heights, Michigan, chartered January 16, 1971, under the jurisdiction of The International Association of Lions Clubs.

Article 2 – PURPOSE AND OBJECTIVES

Section A – Objectives

1. To create and foster a spirit of “generous consideration” among the peoples of the world through a study of the problems of international relationship.
2. To promote the theory and practice of the principles of good government and good citizenship.
3. To take an active interest in the civic, social and moral welfare of the community.
4. To unite the members in the bonds of friendship, good fellowship and mutual understanding.
5. To provide a forum for the full and free discussion of all matters of public interest. Partisan politics and sectarian religion alone excluded.
6. To encourage efficiency and promote high ethical standards in business and professions. Provide that the club shall not hold out as one of its objects financial benefits to its members.

Article 3 – MEMBERSHIP

Section A – General

In conformity with the objectives of this Club, membership may consist of more than one active member classification being interpreted to represent any major phase of a business or profession.

Section B – Eligibility

Adult persons of good moral character and good standing in the community shall be eligible for membership. Whenever the male/female gender or pronoun presently appears in this Constitution and By-Laws, it shall be interpreted to mean both male and female persons.

Section C – Types of Membership

1. An **ACTIVE** member shall be any member who attends meetings, functions, and gatherings of this club, shall pay all dues, assessments, and fines.
2. A **LIFE** member is a member who has maintained continuous active membership as a Lion for 20 or more years and has rendered outstanding service to this Club, his community, or this Association; or any member who is critically ill; or any member who has maintained such continuous active membership for 15 or more years and is at least 70 years of age; or any member of this Club who maintained such continuous membership for 20 or more years and has served as an Officer of Lions Club International may be granted **LIFE** membership in this Club upon:
 - (1) Recommendation of this Club to Lions Club International.
 - (2) Payment to Lions Club International of \$500.00 by this club in lieu of all future dues to Lions Club International.
 - (3) Approval by the International Board of Directors. Nothing herein shall prevent this club from charging a **LIFE** member such dues, as it shall deem proper.A **LIFE** member shall have all privileges of active membership so long as he fulfills all obligations thereof. A **LIFE** member who desires to relocate and receives an invitation to join another Lions club shall automatically become a **LIFE** member of said club.
3. A **MEMBER AT LARGE** shall be elected, through the discretion of the Club’s Board of Directors, when a member of the Club has moved, because of health or other legitimate reasons or is unable to regularly attend Club meetings. Each member in this classification is reviewable every six months by the Board of Directors. A member at large has no voting rights.
4. A **PRIVILEGED** member of the Club is a member who, because of illness, infirmities, advanced age or other legitimate reason in the opinion of at least two-thirds of the Board of Directors of the Club, has relinquished his active classification. He shall be entitled to all the privileges of membership except the right to hold office in this Club, District or Association.
5. An **HONORARY** member of the Club shall not be required to pay club dues, and the Club shall pay out of its regular administrative funds the regular Lions International entrance fee, as well as the Lions International dues, magazine subscription or convention fund tax for such membership.
6. **TRANSFER** member: The Board of Directors may elect to waive the regular entrance fee for any former member of another Club who is in good standing, and is now eligible for membership in this Club.

7. **FORMER** member of this Club: The Board of Directors may elect to waive the regular entrance fee for any former member who wishes to be reinstated.
8. **AFFILIATE** member: A quality individual of the community who currently is not able to fully participate as an Active member of the club but desires to support the club and its community service initiatives and be affiliated with the club. This status may be conferred by the invitation of the club's board of directors. An Affiliate Member may be eligible to vote on club matters at meetings where he is present in person, but may not represent the club as a delegate at district (single, sub, provisional, and/or multiple) or international conventions. He shall not be eligible to hold club, district or international office, nor district, multiple district or international committee assignment. An Affiliate Member shall be required to pay district, international and such dues as the local club may charge.

Section D – Invitation to Membership

Membership shall be acquired by invitation only. Nomination shall be made on forms provided by the membership committee and shall be signed by a member in good standing and who shall act as sponsor. No prospective new member shall be invited to join the Club until after his nomination has been approved in the following manner: The sponsoring member shall present the “proposal for membership” form of the prospect to the Club Secretary who after investigation shall submit it to the Board of Directors of the Club for a two-thirds approval. If the approval is granted, then the prospect can be invited to become a member of the Club. A properly filled-out “Invitation to Membership” form, together with payment of the membership fee must be submitted to the Secretary before the member can be officially inducted into the Club or reported to Lions International as a member. Attendance at two or more regular meetings, or one regular meeting and one club function is a pre-requisite for membership. The sponsor must be present at the Board of Directors meeting in which membership is proposed. The prospect shall be informed as to his duties as a Lion by the membership committee or by an appointee of the President, prior to membership.

Section E – Reinstatement

The Board of Directors shall review an applicant, who submits a written request for reinstatement of membership in this Club in the same manner as a prospective new member.

Section F – Transfer

The **TRANSFER** procedure is as follows:

1. A member of any other Lions Club who wishes to transfer membership to the Sterling Heights Lions Club.
2. The applicant requesting transfer of membership must do so within twelve months from the date of termination in good standing of membership in his former Club.
3. The Secretary of his former Club shall provide a statement showing his record in that club.
In the event that more than twelve months have elapsed between the separation of the member and his reinstatement application, it will be necessary for him to join the Club as a new member.
4. The membership committee shall meet with the transferee and will act as his sponsor to the Board of Directors for a two-thirds approval.

Article 4 – FEES AND DUES

Section A – International

When a new member is reported to Lions International office, the regular Lions International entrance fee must accompany the report.

Section B – Entrance

A membership fee, the amount determined by Lions International, shall be required of each new member. It shall be collected before proposed member is identified, as a member of this club and before the Secretary shall be permitted to report such member to Lions International.

Section C – Dues

The club dues shall be established by the Board of Directors and then presented to the general membership for approval. The dues that are established by this Club shall include the cost of regular dinners.

Section D – Guests

Any member may bring a guest to a dinner meeting. Guests are brought to regular meetings and functions in the hopes of making them future members.

Section E – Life Member

Each LIFE member after being so elected, approved by Lions International, shall pay such dues as this club may prescribe. This club shall not be billed by Lions International for dues, magazine or convention fund tax for such membership

Article 5 – RESIGNATIONS

Section A – Resignations

The resignation of any member shall become effective upon receipt of written notice to the President or Secretary of this Club, provided dues are paid up to date and the Board of Directors has acted upon resignation.

Article 6 – MEMBERSHIP FORFEITURE

Section A – Dues Forfeiture

All members shall keep dues current and up to date. In the event that a member becomes delinquent in his dues by two quarters, at the time of the next billing, he shall be notified by the Secretary in writing via certified mail. This shall serve as a first notice. In the event of non-payment within thirty days thereafter, the Secretary shall send a second notice via certified mail. In addition to this second notice, the sponsor of the delinquent member or the membership committee shall contact the delinquent member. Thirty days thereafter, if the member has not paid his delinquent dues in full, the secretary shall notify him by certified mail that he has been dropped from the membership roles for non-payment of dues.

Section B – Expulsion

Any member may be expelled for cause from the Club by a two-thirds vote of the Board of Directors present after holding a hearing, which shall be at a REGULAR Board of Directors meeting. Written notice at least 10 days prior to such meeting shall be sent to member in question.

Article 7 - OFFICERS

Section A – Board of Directors

The officers of this Club shall consist of the President, Immediate Past President, Three Vice Presidents, Secretary, Treasurer, Lion Tamer, Tail Twister, Membership Committee Chair, and all at large Directors. These elected and/or appointed officers shall constitute the entire Board of Directors for the Sterling Heights Lions Club.

Section B – Quorum

A simple majority of the officers/directors shall constitute a quorum at any meeting of the Board of Directors. A meeting cannot be held without a quorum (51% or more).

Article 8 – ELECTIONS

Section A – Committee

The President shall appoint a nomination committee for the purpose of proposing names of members in good standing as candidates for the various Club offices for the forthcoming year. This nominating committee shall preside at both the “Nominating Night” and “Election Night”.

Section B – Dates

Nomination Night shall be held in February of each year and Election Night shall be held in March of every year unless so changed by the District Governor or Lions International.

Section C – Eligibility

All members in good standing, who have been a member as of January 1st of election year, shall be eligible to run for Club offices. A member in good standing is one who has his dues paid up to date by starting time on Election Night. Only members in good standing are eligible to vote for any candidate on Election Night.

Should a candidate be unable to attend nomination night, they must submit in writing (office requested, signed signature and dated) to the President, Secretary and Election Chairman.

Section D – Terms

All officers shall be elected annually and shall take office on the 1st day of July, and shall hold office for one year from that date, or until their successors shall be elected and qualified (see Directors).

Section E – Directors

Four Directors shall be elected each year. The two elected receiving the largest number of votes, shall serve the two-year term; the other two shall serve the one-year term.

Section F – Membership Committee

A Membership Committee shall be composed of three elected members for a three-year term. Initially three members will be elected. One member shall serve for one (1) year, the second member for two (2) years and the third member for three (3) years. Each year thereafter, a new member will be elected. Each member shall serve for three (3) continuous years on a rotation system. Thus, the first year member shall be a member of the committee, the second year member shall be its vice-chairman and the third year member shall serve as its chairman and as membership director on the Club’s Board of Directors.

Section G – Ballot

The election shall be by ballot of these members in good standing present at the election meeting. A minimum of 51% of votes shall be needed to win any one office except those of Director. Simple majority in order of most votes shall elect directors.

Article 9 – QUALIFICATION OF OFFICERS

Section A – Eligibility

No person shall be eligible to hold office in this Club unless he is a paid-up member in good standing and has been a member of the Sterling Heights Lions Club for at least six months.

Section B - Compensation

No officer or member shall receive any compensation for any service rendered in this Club, unless specified by the Board of Directors.

Article 10 – Responsibilities of Officers

Section A – President

The President shall be the Executive Officer of the Club. He shall preside at all meetings and shall be Chairman of the Board of Directors. He shall call for regular and special Board meetings. He shall appoint the standing administrative and activity committees in accordance with the Lions International Club Standard Organizational Plan, and shall act as an ex-officio member of each committee. He shall see that these committees function and shall cooperate with the chairs toward that end. He shall call for regular committee reports to the Board of Directors within 60 days after the function has been completed. He shall see that the regular elections are held in accordance with the International and Local Constitutions. He shall also cooperate with and be an active member of the District Governors Advisory Committee of the Zone in which the Club is located.

Section B – Vacancies

1. If the office of President or Vice Presidents shall become vacant for any reason, the Vice Presidents shall advance in office, according to their rank. In the event such provision for advancement shall fail to fill the office of President, First or Second Vice Presidents, the Board of Directors shall thereon call a special election, giving each member in good standing two weeks notice prior to the time and place thereof, which time and place shall be determined by the Board, and such office shall be filled at said election meeting.
2. In the event of a vacancy in any other office, including that of Third Vice President, the Board of Directors shall appoint a member to the unexpired term.
3. In the event vacancies shall be such number as to reduce the number of Directors to less than the number for a quorum, the membership of the Club shall have power to fill such vacancies by an election held at any regular meeting of the Club membership upon prior notice and in the manner, specified in writing. Such notice may be given by any remaining Officer or Director, but if none, then by any member.
4. In the event any officer-elect before his term of office commences, is unable or refuses for any reason to serve therein, the President may call a special nomination and election meeting to elect a replacement for such officer-elect. Two weeks prior notice of such meeting, setting forth purpose, time and place thereof, shall be given to each member, by E-mail, mail or personal delivery. The election shall be held immediately after nominations have been closed and a plurality vote shall be necessary for election.

Section C – Secretary

The Secretary shall be under the supervision and direction of the President and Board of Directors shall act as liaison officer between the Club, District and International.

1. TO LIONS INTERNATIONAL:

The Secretary's responsibilities will entail the submission of all forms required by Lions International.

2. TO THE DISTRICT:

The Secretary shall maintain contact with the District Governor and submit such reports as required by the District Governor's organization, particularly the necessary copies of regular membership and MMR. The Secretary shall cooperate with and be an active member of the District Governor's Advisory Committee of the Zone in which his Club is located.

3. TO THE CLUB:

The secretary shall keep the general Club records, including minutes of the Club and Board meetings, committee appointments, attendance records, list of members showing their classifications, addresses and telephone numbers. The Secretary shall keep the members Club accounts and a detailed record of Club receipts and disbursements. The Secretary shall issue regular quarterly statements to each member for his dues or other financial obligations to the Club, shall collect from members and others all moneys due the Club, turning such funds over to the Treasurer and taking proper receipt thereof. The Secretary shall submit all reports required by Lions International. The Secretary shall be bonded for the faithful discharge of his duties, in such sum and with such securities as may be required by the Board of Directors.

Section D – Treasurer

The Treasurer shall pay out moneys only on the authority of the Board of Directors. The Treasurer shall prepare and submit monthly financial reports to the Board of Directors. The Treasurer shall be bonded in such sum and with such securities as may be required by the Board of Directors. The Treasurer along with with the Finance Committee shall conduct an audit upon completion of all club activities within 90 days of the end of the activity.

Section E – Vice Presidents

The Vice Presidents substitute for the President in case of absence or vacancy, according to their rank. They shall, under direction of the President, oversee the functioning of such committees as the President may designate. The President at the first Board meeting of his elected year shall assign these duties. These duties can be changed during the year, but only by the President.

Section F – Immediate Past President

The Immediate Past President shall be a member of the Board of Directors with all the rights and privileges of the other members of the Board.

Section G – Lion Tamer

The Lion Tamer has charge of and is responsible for the Club's property and paraphernalia. He places flags, bell and gavel in the proper place before and after each meeting. He acts as Sergeant-at-arms at all meetings.

Section H – Tail Twister

The Tail Twister shall keep harmony, good fellowship, life and enthusiasm during the meetings. He shall collect fines from the members and he shall not be overruled from his decision in imposing a fine(s). The Tail Twister may only be fined by the District Governor or by a unanimous vote of the members present. All moneys collected by the Tail Twister shall be immediately given to the Secretary for deposit to the Club's Tail Twister Fund.

Section I – Board of Directors

The Board of Directors responsibilities shall be as follows:

1. The Board of Directors shall constitute the Executive Board of the Club and shall be responsible for the execution, through its officers of the authorized policies of the Club. All new business of the Club shall first be considered and shared by the Board of Directors for presentation to the General Membership, if in the opinion of the Board it is advisable to do so.
2. It shall authorize all expenditures, shall not create any indebtedness beyond the income of the Club, nor disburse funds for purposes non-essential to the objectives of the Club.
3. A majority of the Board of Directors shall govern. The Board of Directors shall have the power to overrule or modify the action of any officer of the Club.

4. It shall finally approve or reflect, after due consideration of the Membership Committee's report and recommendations, any nomination for membership.
5. It shall have books, and accounts audited semi-annually, or more often at its discretion.
6. It shall determine the date, time, place of the annual nomination and election meeting and shall instruct the Secretary to issue the call for such meetings.
7. It shall hold regular monthly meetings.
8. It shall hold special meetings when requested by the President of the Club or by written request of five members of the Club in good standing.
9. It shall designate, on recommendation of the Finance Committee, a bank or banks for the deposits of the funds of the Club.
10. It shall approve the Surety Company in which the President, 1st Vice President, Secretary, Treasurer, and Selected Chairman shall be bonded.
11. It shall determine the compensation, if any.
12. It shall receive committee reports, recommendations and shall submit to the Club in regular meetings, recommendations which it shall approve affecting the administration or activity policies of the Club.

Section J – Membership Director

The Membership Director shall be the chairman of the Membership Committee. The responsibilities for this position shall be:

1. Development of a growth program specifically for the Club and presented to the Board of Directors for approval.
2. Regular encouragement at Club meetings to bring in new quality members.
3. Ensuring proper recruitment procedures.
4. Preparation and implementation of orientation sessions.
5. Reporting to the Board of Directors on ways to reduce the loss of members.
6. Coordination with other Club committees in fulfilling these responsibilities.
7. Serving as a member of the Zone level Membership Committee.

Section K – Past Presidents

The Past presidents of the Club shall serve at the discretion of the Board of Directors as a reception committee, as a visiting committee to contact members who are ill and as a nomination committee of the Club. They also serve as Chairmen of special committees and substitute for regular chairmen when necessary. Other than Immediate past President, Past Presidents are not voting members of the Board of Directors.

Article 11 – Meetings

Section A – Date & Time

The Sterling Heights Lions Club shall meet the Second and Fourth Wednesdays of each month and such meetings will constitute the Regular General Membership dinner meetings of the Club. All meeting shall begin promptly at 7:01 pm. The day and time may be changed by a two-thirds approval of the Board of Directors with notification provided to the General Membership at least one (1) week in advance of such meeting.

Section B – Regular Meetings

The regular meetings shall be devoted to the promotion of a closer fellowship.

Section C – Special Meetings

Special meetings of the General membership may be called when considered necessary by the Board of Directors with proper notice to the entire membership. Proper notice shall be in writing or by phone at least one week in advance of such special meeting. Only items specified as the published purpose of this special meeting can be voted upon unless all members are present at the time of the meeting.

Section D – Board of Directors Meeting

Board of Director meetings shall be held on the third Wednesday of each month unless changed by Board of Directors, with the general membership being notified one (1) week in advance.

Article 12 – Emblem

The emblem and colors of this Club shall be the emblem and colors of the International Association of Lions Clubs.

In addition to the International Emblem, the Club shall also use the Emblem specifically designed for this Club.

Article 13 – Conventions

Section A – International

1. In as much as the International Association of the Lions Clubs is governed by Lions Clubs in conventions assembled and in order that this Club may have its voice in International matters, this Club shall have the power to pay the expenses of delegates in the following manner, as a reward for their services rendered in the preceding year.
 - a. Outgoing President Registration, coach air fair or equivalent, lodging at the Michigan delegation headquarters, or equivalent. Total expenses billable to the Club not to exceed \$700.00.
 - b. Outgoing Secretary – Same as outgoing President.

Section B -11A2 District Convention

1. In the event either the outgoing President or the outgoing Secretary cannot attend the International Convention, the Club shall have the power to pay the expenses of either the outgoing President and/or outgoing Secretary to attend the District Convention.
 - a. Outgoing President – Registration and lodging at the Convention Headquarters Hotel. Total expenses billable to the Club not to exceed \$700.00.
 - b. Outgoing Secretary – Same as outgoing President.
 - c. All other members attending the convention – Registration Only.
2. Being fully cognizant of the fact that all District matters are presented and adopted at the District Convention, this club will select delegates and alternates in the following order from those attending and pay registration costs for all members attending
 - a. Outgoing President
 - b. Outgoing Secretary
 - c. Incoming President
 - d. Incoming Secretary
 - e. Outgoing 1st Vice President
 - f. Outgoing 2nd Vice President
 - g. Outgoing 3rd Vice President
 - h. Outgoing Immediate Past President
 - i. Outgoing Treasurer
 - j. Outgoing Board of Directors (by lottery if necessary)
 - k. General Membership (by lottery if necessary)
3. All members attending the convention will be designated as alternate delegates.
4. The selection of delegates shall take place at the February Board of Directors meeting.

Section C - Multiple District Conventions

1. Any member attending the State of Michigan Multiple District Convention shall have their registration paid for by the Club.

Article 14 - HONORARY MAILING LIST

Section A – Includes

The International Association of Lions Clubs, the District Governor, Vice District Governor, Region Chairman, and Zone Chairman shall be included in this Club's mailing list. In addition, the spouses of all deceased members will also be a part of this Clubs mailing list

Article 15 – Parliamentary Practices

Section A – Robert's Rules of Order

In the absence of rules in this Constitution of this Club, the proceedings of the Club's Board of Directors meeting, as well as the Club's general meetings, shall be conducted in accordance with Robert's Rules of Order.

Article 16 – Amendments

Section A – Procedure

1. The Constitution may be amended at any regular business meeting of the Club where there is a quorum, by a two-thirds vote of the members present, provided the Board of Directors have previously considered the merits of the amendment(s).

2. No amendment shall be put to a vote unless written notice was be E-mailed or mailed to each member of this Club at least two weeks previous to the meeting at which the amendments) is to be voted upon. Said notice is to state the proposed amendments).

Article 17 - DISSOLUTION OF CLUB

Section A - Disbursement of Assets

Upon dissolution of the Sterling Heights Lions Club, all assets shall be distributed equally among the Lions District 11A2 governor's goals.

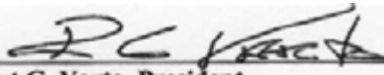
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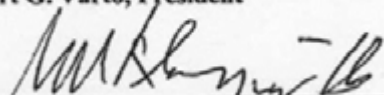
Revision Two: Constitution Adopted February 25, 1998

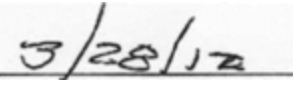
Revision Three: Constitution Adopted January 23, 2002

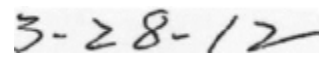
Revision Four: Constitution Adopted December 10, 2003

Revision Five: Constitution proposed amendment February 15, 2012


Robert G. Varto, President


W.W. Klingensmith, Secretary


Date


Date



**Sterling Heights
Lions Club**